

State of Colorado, Colorado Water Conservation Board  
Contract Routing Number (CLIN #): 09PDA00112  
Contract No. 150447  
Grant Amount: \$160,000

## GRANT CONTRACT

THIS CONTRACT, by and between the State of Colorado, for the use and benefit of the Department of Natural Resources, Colorado Water Conservation Board, located at 1313 Sherman Street, Suite 721, Denver, Colorado 80203, (the "**State**"), and the Lost Creek Groundwater Management District, located at 50005 E. 120th Ave, Bennett, CO 80102, ("**Contractor**" or "**Grantee**").

### FACTUAL RECITALS

- A. Authority exists in the law and funds have been budgeted, appropriated and otherwise made available and a sufficient unencumbered balance thereof remains available for encumbering and subsequent payment of this contract through the Colorado Financial Reporting Systems (COFRS).
- B. Required approval, clearance and coordination have been accomplished from and with appropriate agencies.
- C. Grantee's bid was selected in accordance with Colorado law and State Procurement Rules pursuant to the issuance of a grant which was awarded to Grantee by the Colorado Water Conservation Board at its January 2009 Board Meeting;
- D. Authority for the agency entering into this Contract arises from Colorado Revised Statutes (CRS) 39-29-109(2)(c), 37-75-102 and 37-75-104(2)(c) and Senate Bill 06-179 adopted by the 2006 General Assembly.
- E. The State has allocated grant funds for the Lost Creek Basin Aquifer and Storage Study. Grantee is ready, willing and able to provide such a task.

NOW THEREFORE, in consideration of and subject to the terms, conditions, provisions and limitations contained in this contract, the State and Contractor agree as follows:

### AGREEMENT

#### 1. Definitions

The following terms as used in this contract shall be construed and interpreted as follows, unless the context otherwise expressly requires a different construction and interpretation:

- 1.1. "**Compensation**" means the funds payable to Contractor by the State which are related to the Goods and Services set forth in the Scope of Work set forth in **Exhibit A**, attached hereto and incorporated herein.
- 1.2. "**Contract**" means this contract for Goods and Services, its terms and conditions, attached exhibits, documents incorporated by reference under the terms of this contract, and any future modifying agreements, exhibits, attachments or references that are incorporated pursuant to State Fiscal Rules and Policies.

- 1.3. **"Exhibit"** means a statement of work document, schedule, budget, or other identified exhibit which has been incorporated into and attached to this contract.
- 1.4. **"Goods"** means anything that is produced or manufactured and that is obtained by the State, either in and of itself, or in conjunction with services.
- 1.5. **"Services"** means services performed or tangible material produced or delivered in the performance of services.

## **BASIC CONTRACT TERMS**

### **2. Statement of Work**

Contractor shall perform the Services described in **Exhibit A**, Scope of Work.

### **3. Performance Standard**

Contractor shall perform the Services described in **Exhibit A**, Scope of Work, in accordance with the highest standard of care, skill and diligence provided by a professional person or company in performance of work similar to the Services, and all services, and all consumables, products, and materials used in performance of the Services shall be of good quality and free from faults and defects. Contractor warrants that (a) services or goods provided under this contract shall meet the description in **Exhibit A**, Scope of Work, (b) there are no pending or threatened suits, claims, or actions of any type with respect to the services or goods provided and (c) the services and goods shall be free and clear of any liens, encumbrances, or claims arising by or through Contractor or any party related to Contractor.

### **4. Performance Term**

- 4.1. This contract shall be effective upon approval by the Colorado State Controller, or designee (the "Effective Date") and extend through June 30, 2011. Performance of this contract shall commence as soon as practicable after the Effective Date and shall be undertaken and performed in the sequence and manner set forth in **Exhibit A**, Scope of Work.
- 4.2. In the event the State desires to continue the Services and a replacement contract has not been fully approved by the termination date of this contract, the State, upon written notice to Contractor, may unilaterally extend this contract for a period of up to three (3) months. The contract shall be extended under the same terms and conditions as the original contract, including, but not limited to prices, rates and service delivery requirements. This extension shall terminate at the end of the three (3) month period or when the replacement contract is signed by the Colorado State Controller or an authorized delegate.

### **5. Grant Award (Compensation)**

- 5.1. Payment of compensation pursuant to this contract will be made as earned, in whole or in part, from available State funds encumbered in a maximum amount not to exceed \$160,000 for the performance of the Services required by this contract and **Exhibit A**, Scope of Work. Satisfactory performance under the terms of this contract shall be a condition precedent to the State's obligation to compensate Contractor.
- 5.2. The maximum compensation payable under this contract, and under any renewal hereof, shall include all Contractor fees, costs and expenses.
- 5.3. The State shall not be liable to Contractor for payment of work or services or for costs or expenses incurred by Contractor prior to the "Effective Date".

- 5.4. The maximum amount available during each fiscal year of this contract for the purchase of Goods and Services shall be:
- (a) \$160,000 in fiscal year 2009;
  - (b) \$160,000 minus any funds expended in fiscal year 2009 in fiscal year 2010;
  - (c) \$160,000 minus any funds expended in fiscal years 2009 and 2010 in fiscal year 2011.

## **6. Availability of Funds**

This contract is contingent upon the continuing availability of State appropriations as provided in Section 2 of the Colorado Special Provisions, incorporated as a part of this contract. The State is prohibited by law from making fiscal commitments beyond the term of its current fiscal period. If Federal appropriations or grants fund this contract in whole or in part, the contract is subject to and contingent upon the continuing availability of appropriated Federal funds for this contract. If State of Colorado or Federal funds are not appropriated, or otherwise become unavailable to fund this contract, the State may immediately terminate the contract in whole or in part without further liability.

## **PROCEDURES FOR AND OBLIGATIONS OF CONTRACT PERFORMANCE**

### **7. Billing/Payment Procedure**

- 7.1. The State shall establish billing procedures and pay Contractor the contract price or rate for Services performed, reviewed, and accepted or Goods delivered, inspected, and accepted pursuant to all the terms and conditions of this contract, including without limitation, performance, quality, milestones and completion requirements for payment set forth in **Exhibit A**, Scope of Work, and the State's inspection and acceptance rights in Section 8. Contractor shall submit invoices for payment on forms and provide requested documentation in a manner prescribed or approved by the State. Payments pursuant to this contract shall be made as earned, in whole or in part, from available funds encumbered for the purchase of the described Services and Goods. Incorrect payments by the State to Contractor due to omission, error, fraud, or defalcation shall be recovered from Contractor by deduction from subsequent payments under this contract or other contracts between the State and Contractor or collected as a debt due to the State.
- 7.2. Invoices and payments shall be mailed using the US Postal Service or other delivery service with a properly addressed stamped envelop to the address specified by the Contractor on form W-9 or other similar form and by the State in its billing procedures.
- 7.3. The State shall make payment in full with respect to each invoice within forty-five (45) days of receipt thereof; provided that the amount invoiced represents Goods and/or Services which have been accepted by the State and the form of the invoice is acceptable to the State. Uncontested amounts not paid by the State within forty-five (45) days shall bear interest on the unpaid balance beginning with the forty-sixth (46th) day at a rate of one percent (1%) per month until paid in full; provided, however, that no interest shall accrue with respect to unpaid amounts for which the State has delivered to Contractor notice of a good faith dispute. Contractor shall invoice the State separately for accrued interest on delinquent amounts. The billing shall reference the delinquent payment, the number of day's interest to be paid and the applicable interest rate.

### **8. Inspection and Acceptance**

The State reserves the right to inspect Services provided under this contract at all reasonable times and places during the term of this contract, including any extensions. If any of the Services does not conform to contract requirements, the State may require Contractor to promptly perform the Services again in conformity with contract requirements, at no additional cost to the State. When defects in the quality or quantity of Services cannot be corrected by re-performance, the State may:



- (a) require Contractor to take necessary action to ensure that future performance conforms to this contract requirements; and
- (b) equitably reduce the payment due to Contractor to reflect the reduced value of the Services performed.

These remedies shall in no way limit the remedies available to the State in other provisions of this contract or remedies otherwise available in equity or at law, all of which may be exercised by the State, at its option, in lieu of or in conjunction with the preceding measures. Furthermore, the reduction, delay or denial of payment under this provision shall not constitute a breach of contract or default by the State.

## **9. Reporting**

Unless otherwise provided in this contract or the exhibits hereto, Contractor shall submit, on a quarterly basis and upon termination or completion of work, a written progress report analyzing the performance under this contract and specifying progress made for each activity identified in Contractor's duties and obligations. Such written analysis shall be in accordance with the procedures developed and prescribed by the State. The preparation of reports in a timely manner shall be the responsibility of Contractor and failure to comply may result in the delay of payment of funds and/or termination of this contract. Required reports shall be submitted to the State not later than the end of each calendar quarter, or at such time as otherwise specified. Notwithstanding anything herein to the contrary, including without limitation the priority provisions set forth in Section 35, specific reporting requirements set forth in **Exhibit A**, Scope of Work, or in other exhibits to this contract, shall take precedence over this general reporting provision.

## **10. Maintenance, Inspection and Monitoring of Records**

- 10.1 Contractor shall maintain a complete file of all records, documents, communications, notes and other written materials or electronic media, files or communications, which pertain in any manner to the operation of programs or the delivery of Services or Goods under this contract, and shall maintain such records for a period of three (3) years after the date of termination of this contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending, or until an audit has been completed; provided, that if an audit by or on behalf of the Federal and/or Colorado State government has begun but is not completed or audit findings have not been resolved after a three (3) year period, such materials shall be retained until the resolution of the audit findings.
- 10.2 Contractor shall permit the State, the Federal Government or any other duly authorized agent of a governmental agency to audit, inspect, examine, excerpt, copy and/or transcribe Contractor's records during the term of this contract and for a period of three (3) years following termination of this contract or final payment hereunder, whichever is later, to assure compliance with the terms hereof or to evaluate Contractor's performance hereunder.
- 10.3 Contractor also shall permit these same described entities to monitor all activities conducted by Contractor pursuant to the terms of this contract. As the monitoring agency, in its sole discretion, may deem necessary or appropriate, such monitoring may consist of internal evaluation procedures, examination of program data, special analyses, on-site checking, formal audit examinations, or any other reasonable procedure. All such monitoring shall be performed in a manner that will not unduly interfere with contract performance.

## **11. Confidentiality of State Records and Information**

- 11.1 Contractor acknowledges that it may come into contact with confidential information in connection with this contract or in connection with the performance of its obligations under this contract, including but not limited, to personal records and information of individuals. It shall be the responsibility of Contractor to keep all State records and information confidential at all times and to comply with all Colorado State and Federal laws and regulations concerning the confidentiality of information to the same extent applicable to the State. Any request or demand for information in the

possession of Contractor made by a third party who is not an authorized party to this contract shall be immediately forwarded to the State's principal representative for resolution.

- 11.2 Contractor shall notify all of its agent, employees, subcontractors and assigns who will come into contact with State information that they are subject to the confidentiality requirements set forth herein, and shall provide each with a written explanation of the requirements before they are permitted to access information or data. Contractor shall provide and maintain a secure environment that ensures confidentiality of all State records and information wherever located. No State information of any kind shall be distributed or sold to any third party or used by Contractor or its agents in any way, except as authorized by the contract and as approved by the State. State information shall not be retained in any files or otherwise by Contractor or its agents, except as set forth in this contract and approved by the State. Disclosure of State records or information may be cause for legal action against Contractor or its agents. Defense of any such action shall be the sole responsibility of Contractor.

## **12. Litigation Reporting**

Contractor, within ten (10) days after being served with a summons, complaint, or other pleading in a case which involves Services provided or Contractor's performance under this contract, which has been filed in any Federal or state court or administrative agency, shall deliver copies of such document to the State's principal representative, or in absence of such designation, to the chief executive officer of the department, agency, or institution executing this contract on behalf of the State.

## **13. Conflict of Interest.**

- 13.1 During the term of this contract, Contractor shall not engage in any business or personal activities or practices or maintain any relationships which conflict in any way with the full performance of Contractor's obligations under this contract.
- 13.2 Additionally, Contractor acknowledges that in governmental contracting, even the appearance of a conflict of interest is harmful to the interests of the State. Thus, Contractor shall refrain from any practices, activities or relationships that could reasonably be considered to be in conflict with the full performance of Contractor's obligations to the State in accordance with the terms and conditions of this contract, without the prior written approval of the State.
- 13.3. In the event that Contractor is uncertain whether the appearance of a conflict of interest may reasonably exist, Contractor shall submit to the State a full disclosure statement setting forth the relevant details for the State's consideration and direction. Failure to promptly submit a disclosure statement or to follow the State's direction in regard to the apparent conflict shall be grounds for termination of the contract.
- 13.4. Contractor and subcontractors, permitted under the terms of this contract, shall maintain a written code of standards governing the performance of their respective employees engaged in the award and administration of contracts. No employee, officer or agent of Contractor or any permitted subcontractor shall participate in the selection, or in the award or administration of a contract or subcontract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:
- (a) an employee, officer or agent;
  - (b) any member of the employee's immediate family;
  - (c) an employee's partner; or
  - (d) an organization, which employs, or is about to employ, any of the above,

has a financial or other interest in the firm selected for award. Contractor's or subcontractor's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from Contractor, potential contractors, or parties to sub-agreements.

## **REPRESENTATIONS AND WARRANTIES**

**14. Warranties.** During the term of this contract and for a period of six (6) months following the State's final acceptance under this contract, Contractor warrants as follows:

- 14.1 All Services under this Contract shall be performed in accordance with the specifications set forth in this contract and **Exhibit A** and in a manner acceptable to the State. Contractor shall re-perform any Services that fail to satisfy this warranty.
- 14.2 All deliverables delivered under this contract by Contractor shall meet the specifications set forth in this contract and **Exhibit A**. Contractor shall correct or replace any deliverables which fail to satisfy this warranty.

The foregoing warranties and such other warranties as may be set forth in **Exhibit A**, Scope of Work, are a part of the minimum work requirements of this contract, and as such will be at no additional cost to the State.

## **15. Licenses, Permits, and Responsibilities**

Contractor certifies that, at the time of entering into this contract, it has currently in effect all necessary licenses, certifications, approvals, insurance, permits, and other authorizations required to properly perform the Services and/or deliver the Goods covered by this contract. Contractor warrants that it shall maintain all necessary licenses, certifications, approvals, insurance, permits, and other authorizations required to properly perform this contract, without reimbursement by the State or other adjustment in contract price. Additionally, all employees of Contractor performing services under this contract shall hold the required licenses or certification, if any, to perform their responsibilities. Contractor, if a foreign corporation or other entity transacting business in the State of Colorado, further certifies that it currently has obtained and shall maintain any applicable certificate of authority to do business in the State of Colorado and has designated a registered agent in Colorado to accept service of process. Any revocation, withdrawal or non-renewal of licenses, certifications, approvals, insurance, permits or any such similar requirements necessary for Contractor to properly perform this contract, shall be deemed to be a default by Contractor and grounds for termination of this contract by the State.

## **16. Tax Exempt Status**

Contractor acknowledges that the State of Colorado is not liable for any sales, use, excise, property or other taxes imposed by any Federal, State or local government tax authority. The State also is not liable for any Contractor franchise or income related tax. No taxes of any kind shall be charged to the State.

## **17. Legal Authority**

Contractor warrants that it possesses the legal authority to enter into this contract and that it has taken all actions required by its procedures, by-laws, and/or applicable laws to exercise that authority, and to lawfully authorize its undersigned signatory to execute this contract and to bind Contractor to its terms. Contractor agrees it shall submit voluntarily to the personal jurisdiction of the Federal and State courts in the State of Colorado and venue in the City and County of Denver, Colorado. The person(s) executing this contract on behalf of Contractor warrant(s) that such person(s) have full authorization to execute this contract.

## **18. Compliance with Applicable Law**

Contractor shall at all times during the execution of this contract strictly adhere to, and comply with, all applicable Federal and Colorado State laws, and their implementing regulations, as they currently exist and may hereafter be amended, which laws and regulations are incorporated herein by this reference as terms



and conditions of this contract. Contractor also shall require compliance with such laws and regulations by subcontractors under subcontracts permitted under this contract.

## **REMEDIES**

### **19. Remedies**

In addition to any other remedies provided for in this contract, and without limiting the remedies otherwise available at law or in equity, the State may exercise the following remedial actions if Contractor substantially fails to satisfy or perform the duties and obligations in this contract. "Substantial failure" to satisfy duties and obligations shall be defined to mean material, insufficient, incorrect or improper performance, activities, or inaction by Contractor. These remedial actions are as follows:

- (a) Suspend Contractor's performance pending necessary corrective action as specified by the State, without Contractor's entitlement to adjustment in price/cost or schedule. Furthermore, at the State's option, a directive to suspend may include suspension of this entire contract or any particular part of this contract that the State determines in good faith would not be beneficial or in the State's best interests due to Contractor's substantial non-performance. Accordingly, the State shall not be liable to Contractor for costs incurred after the State has duly notified Contractor of the suspension of performance under this provision, and Contractor shall promptly cease performance and incurring costs in accordance with the State's directive;
- (b) Withhold payment to Contractor until the necessary Services or corrections in performance, development or manufacture are satisfactorily completed;
- (c) Request the removal from work on this contract of employees or agents of Contractor identified by the State, in its reasonable judgment, as being incompetent, careless, insubordinate, unsuitable, or otherwise unacceptable, or whose continued employment on this contract the State deems to be contrary to the public interest or not in the best interests of the State;
- (d) Deny payment for those Services or obligations which have not been performed which have not been provided and which, due to circumstances caused by Contractor, cannot be performed, or if performed would be of no value to the State. Denial of the amount of payment must be reasonably related to the value of work or performance lost to the State; and/or
- (e) Terminate this contract for default.

The above remedies are cumulative and the State, in its sole discretion, may exercise any or all of them individually or simultaneously.

### **20. Termination for Convenience**

- 20.1 When the interests of the State so require, the State may terminate this contract in whole or in part, for the convenience of the State. The State shall give written notice of termination to Contractor specifying the termination of all or a portion of this contract and the effective date of such. Exercise by the State of this termination for convenience provision shall not be deemed a breach of contract by the State. Upon receipt of written notice, Contractor shall incur no further obligations in connection with the terminated work and, on the date set in the notice of termination, Contractor shall stop work to the extent specified. Contractor also shall terminate outstanding orders and subcontracts as they relate to the terminated work. All finished or unfinished documents, data, studies, research, surveys, drawings, maps, models, photographs, and reports or other materials prepared by Contractor under this contract shall, at the option of the State, be delivered by Contractor to the State and shall become the State's property. The State may direct Contractor to assign Contractor's right, title, and interest under terminated orders or subcontracts to the State. Contractor shall complete and deliver to the State the work not terminated by the notice of termination and may incur obligations as are necessary to do so within the contract terms.
- 20.2 If this contract is terminated by the State as provided herein, Contractor shall be paid an amount which bears the same ratio to the total compensation as the Services satisfactorily performed or the

deliverables satisfactorily delivered or installed bear to the total Services or deliverables covered by this contract, less payments of compensation previously made. In addition, for contracts that are less than 60% completed, the State may reimburse the contractor for a portion of actual out-of-pocket expenses (not otherwise reimbursed under this contract) incurred by Contractor during the contract period which are directly attributable to the uncompleted portion of Contractor's obligations covered by this contract. In no event shall reimbursement under this clause exceed the contract amount. If this contract is terminated for cause, or due to the fault of the Contractor, the Termination for Cause or Default provision shall apply.

## **21. Termination for Default/Cause**

If Contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time and pursuant to the requirements and terms specified in this contract, the State may notify Contractor in writing of such non-performance. If Contractor fails to promptly correct such delay or non-performance within the time specified, the State, may at its option, terminate this entire contract or such part of this contract as to which there has been delay or a failure to properly perform. If terminated for cause, the State shall only reimburse Contractor for accepted work or deliverables received up to the date of termination and final payments may be withheld. In the event of termination, all finished or unfinished documents, data, studies, research surveys, reports, other materials prepared by Contractor, or materials owned by the State in the possession of Contractor, at the option of the State, shall be returned immediately to the State or retained by the State as its property. At the State's option, Contractor shall continue performance of this contract to the extent not terminated, if any, and shall be liable for excess costs incurred by the State in procuring from third parties replacement services or substitute goods as cover. Notwithstanding any remedial action by the State, Contractor also shall remain liable to the State for any damages sustained by the State by virtue of any breach by Contractor and the State may withhold any payment to Contractor for the purpose of mitigating the State's damages, until such time as the exact amount of damages due to the State from Contractor is determined. Upon termination by the State, Contractor shall take timely, reasonable and necessary action to protect and preserve property in the possession of Contractor in which the State has an interest. Further, the State may withhold amounts due to Contractor as the State deems necessary to protect the State against loss because of outstanding liens or claims of former lien holders and to reimburse the State for the excess costs incurred in procuring similar goods or services. Any action taken by the State hereunder or pursuant to paragraph 15 shall not be cause for Contractor to terminate this Contract for default or material breach. If, after termination by the State, it is determined for any reason that Contractor was not in default or that Contractor's action/inaction was excusable, such termination shall be treated as a termination for convenience and the rights and obligations of the parties shall be the same as if this contract had been terminated for convenience, as described herein.

## **22. Insurance**

22.1 The Contractor shall obtain, and maintain at all times during the term of this agreement, insurance in the following kinds and amounts:

- a. Worker's Compensation Insurance as required by state statute, and Employer's Liability Insurance covering all of the Contractor's employees acting within the course and scope of their employment.
- b. Commercial General Liability Insurance written on ISO occurrence form CG 00 01 10/93 or equivalent, covering premises operations, fire damage, independent contractors, products and completed operations, blanket contractual liability, personal injury, and advertising liability with minimum limits as follows:
  - i. \$1,000,000 each occurrence;
  - ii. \$1,000,000 general aggregate;
  - iii. \$1,000,000 products and completed operations aggregate; and
  - iv. \$50,000 any one fire.



If any aggregate limit is reduced below \$1,000,000 because of claims made or paid, the contractor shall immediately obtain additional insurance to restore the full aggregate limit and furnish to the State a certificate or other document satisfactory to the State showing compliance with this provision.

c. Automobile Liability Insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit as follows: \$1,000,000 each accident combined single limit.

- 22.2 The State of Colorado shall be named as additional insured on the Commercial General Liability and Automobile Liability Insurance policies (leases and construction contracts will require the additional insured coverage for completed operations on endorsements CG 2010 11/85, CG 2037, or equivalent). Coverage required of the contract will be primary over any insurance or self-insurance program carried by the State of Colorado.
- 22.3 The Contractor will require all insurance policies in any way related to the contract and secured and maintained by the Contractor to include clauses stating that each carrier will waive all rights of recovery, under subrogation or otherwise, against the State of Colorado, its agencies, institutions, organizations, officers, agents, employees and volunteers.
- 22.4 All policies evidencing the insurance coverages required hereunder shall be issued by insurance companies satisfactory to the State.
- 22.5 The Contractor shall provide certificates showing insurance coverage required by this contract to the State within 7 business days of the effective date of the contract, but in no event later than the commencement of the services under the contract. No later than 15 days prior to the expiration date of any such coverage, the contractor shall deliver the State certificates of insurance evidencing renewals thereof. At any time during the term of this contract, the State may request in writing, and the contractor shall thereupon within 10 days supply to the State, evidence satisfactory to the State of compliance with the provisions of this section.
- 22.6 Notwithstanding subsection (a) of this section, if the Contractor is a "public entity" within the meaning of the Colorado Governmental Immunity Act, CRS 24-10-101, et seq., as amended ("Act"), the contractor shall at all times during the term of this contract maintain only such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the Act. Upon request by the State, the contractor shall show proof of such insurance satisfactory to the State.

### **23. Governmental Immunity**

Notwithstanding any other provision of this contract to the contrary, no term or condition of this contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions of the Governmental Immunity Act. The parties understand and agree that liability for claims for injuries to persons or property arising out of negligence of the State of Colorado, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the provisions of sections 24-10-101, et seq., C.R.S., as now or hereafter amended and the risk management statutes, sections 24-30-1501, et seq., C.R.S., as now or hereafter amended.

### **24. Force Majeure**

Neither Contractor nor the State shall be liable to the other for any delay in, or failure of performance of, any covenant or promise contained in this contract, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to the extent that, such delay or failure is caused by "force majeure." As used in this contract "force majeure" means acts of God; acts of the public enemy; public health/safety emergency acts of the State or any governmental entity in its sovereign capacity; fires; floods, epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather.

### **MISCELLANEOUS PROVISIONS**

## **25. Representatives**

Each individual identified below is the principal representative of the designating party. All notices required to be given to a party pursuant to this contract shall be hand delivered with receipt required or sent by certified or registered mail to such party's principal representative at the address for such party set forth below. Either party may from time to time designate by written notice substitute addresses or persons to whom such notices shall be sent.

### **For the State:**

Name: Eric Hecox

Title: Section Chief, Intrastate Water Management and Development, CWCB

Address: 1313 Sherman Street, Room 721, Denver, CO 80203

Telephone: (303) 866-3441 ext. 3217

### **For Contractor:**

Name: Thomas M. Sauter

Title: General Manager, Lost Creek Groundwater Management District

Address: 50005 E. 120th Ave, Bennett, CO 80102

Telephone: (303) 644-3314

## **26. Assignment and Successors**

Unless otherwise specified in **Exhibit A**, Scope of Work, Contractor's rights and obligations under this contract shall be deemed to be personal and may not be transferred, assigned or subcontracted without the prior, written consent of the State, which shall not be unreasonably withheld. Any attempt at assignment, transfer or subcontracting without such consent shall be void, except that Contractor may assign the right to receive payments from the State pursuant to section 4-9-318, C.R.S. All subcontracts and subcontractors consented to by the State shall be made subject to the requirements, terms and conditions of this contract. Contractor alone shall be responsible for all subcontracting arrangements, directions and delivery of subcontracted work or Goods, and performance of any subcontracted Services. Contractor shall require and ensure that each subcontractor shall assent in writing to all the terms and conditions of this contract, including an obligation of the subcontractor to indemnify the State as is required under Paragraph 34 herein.

## **27. Third Party Beneficiaries**

The enforcement of the terms and conditions of this contract and all rights of action relating to such enforcement shall be strictly reserved to the State and Contractor. Nothing contained in this contract shall give or allow any claim or right of action whatsoever by any third person. It is the express intention of the State and Contractor that any such person or entity, other than the State or Contractor, receiving services or benefits under this contract shall be deemed an incidental beneficiary only.

## **28. Severability**

To the extent this contract may be executed and performance of the obligations of the parties may be accomplished within the intent of the contract, the terms of this contract are severable. Should any term or provision hereof be declared invalid or become inoperative for any reason, such invalidity or failure shall not affect the validity of any other term or provision hereof.

## **29. Waiver**

The waiver of any breach of a term, provision, or requirement of this contract shall not be construed or deemed as waiver of any subsequent breach of such term, provision, or requirement, or of any other term, provision, or requirement.

## **30. Entire Understanding**

This contract is intended as the complete integration of all understandings between the parties. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or affect whatsoever,

unless embodied herein in writing. No subsequent novation, renewal, addition, deletion, or other amendment hereto shall have any force or effect unless embodied in a writing executed and approved pursuant to the Colorado State Fiscal Rules.

### **31. Survival of Certain Contract Terms**

Notwithstanding anything herein to the contrary, all terms and conditions of this contract, including but not limited to its exhibits and attachments, which may require continued performance, compliance, or effect beyond the termination date of the contract, shall survive such termination date and shall be enforceable by the State in the event of the Contractor's failure to perform or comply as required.

### **32. Modification and Amendment**

32.1 This contract is subject to such modifications as may be required by changes in Federal or Colorado State law, or their implementing regulations. Any such required modification automatically shall be incorporated into and be part of this contract on the Effective Date of such change, as if fully set forth herein.

32.2 Except as specifically provided in this contract, no modification of this contract shall be effective unless agreed to in writing by both parties in an Amendment to this contract, properly executed and approved in accordance with Colorado State law and State Fiscal Rules.

### **33. Venue**

Venue for any action related to performance of this contract shall be in the City and County of Denver, Colorado.

### **34. Indemnification**

Contractor shall indemnify, save, and hold harmless the State, its employees and agents, against any and all claims, damages, liability and court awards including costs, expenses, and attorney fees and related costs, incurred as a result of any act or omission by Contractor, or its employees, agents, subcontractors, or assignees pursuant to the terms of this contract.

*[Applicable Only to Intergovernmental Contracts]* **No term or condition of this contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions, of the Colorado Governmental Immunity Act, CRS 24-10-101 et seq., or the Federal Tort Claims Act, 28 U.S.C. 2671 et seq., as applicable, as now or hereafter amended.**

### **35. Order of Precedence**

The provisions of this contract shall govern the relationship of the State and Contractor. In the event of conflicts or inconsistencies between this contract and its exhibits or attachments, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority:

- (a) Colorado Special Provisions, pages 12 to 13.
- (b) Remaining pages of the contract, pages 1 to 11.
- (c) **Exhibit A**, Scope of Work.

## **SPECIAL PROVISIONS**

These Special Provisions apply to all contracts except where noted in *italics*.

**1. CONTROLLER'S APPROVAL. CRS §24-30-202(1).** This contract shall not be valid until it has been approved by the Colorado State Controller or designee.



**2. FUND AVAILABILITY. CRS §24-30-202(5.5).** Financial obligations of the State payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.

**3. GOVERNMENTAL IMMUNITY.** No term or condition of this contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions, of the Colorado Governmental Immunity Act, CRS §24-10-101 et seq., or the Federal Tort Claims Act, 28 U.S.C. §§1346(b) and 2671 et seq., as applicable now or hereafter amended.

**4. INDEPENDENT CONTRACTOR.** Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of the State. Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through the State and the State shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Unemployment insurance benefits will be available to Contractor and its employees and agents only if such coverage is made available by Contractor or a third party. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this contract. Contractor shall not have authorization, express or implied, to bind the State to any agreement, liability or understanding, except as expressly set forth herein. Contractor shall (a) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (b) provide proof thereof when requested by the State, and (c) be solely responsible for its acts and those of its employees and agents.

**5. COMPLIANCE WITH LAW.** Contractor shall strictly comply with all applicable federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

**6. CHOICE OF LAW.** Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. Any provision incorporated herein by reference which purports to negate this or any other Special Provision in whole or in part shall not be valid or enforceable or available in any action at law, whether by way of complaint, defense, or otherwise. Any provision rendered null and void by the operation of this provision shall not invalidate the remainder of this contract, to the extent capable of execution.

**7. BINDING ARBITRATION PROHIBITED.** The State of Colorado does not agree to binding arbitration by any extra-judicial body or person. Any provision to the contrary in this contract or incorporated herein by reference shall be null and void.

**8. SOFTWARE PIRACY PROHIBITION. Governor's Executive Order D 002 00.** State or other public funds payable under this contract shall not be used for the acquisition, operation, or maintenance of computer software in violation of federal copyright laws or applicable licensing restrictions. Contractor hereby certifies and warrants that, during the term of this contract and any extensions, Contractor has and shall maintain in place appropriate systems and controls to prevent such improper use of public funds. If the State determines that Contractor is in violation of this provision, the State may exercise any remedy available at law or in equity or under this contract, including, without limitation, immediate termination of this contract and any remedy consistent with federal copyright laws or applicable licensing restrictions.

**9. EMPLOYEE FINANCIAL INTEREST/CONFLICT OF INTEREST. CRS §§24-18-201 and 24-50-507.** The signatories aver that to their knowledge, no employee of the State has any personal or beneficial interest whatsoever in the service or property described in this contract. Contractor has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of Contractor's services and Contractor shall not employ any person having such known interests.

**10. VENDOR OFFSET. CRS §§24-30-202 (1) and 24-30-202.4. [Not Applicable to intergovernmental agreements]** Subject to CRS §24-30-202.4 (3.5), the State Controller may withhold payment under the State's vendor offset intercept system for debts owed to State agencies for: (a) unpaid child support debts or child support arrearages; (b) unpaid balances of tax, accrued interest, or other charges specified in CRS §39-21-101, et seq.; (c) unpaid loans due to the Student Loan Division of the Department of Higher

Education; (d) amounts required to be paid to the Unemployment Compensation Fund; and (e) other unpaid debts owing to the State as a result of final agency determination or judicial action.

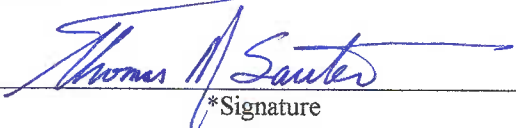

**11. PUBLIC CONTRACTS FOR SERVICES. CRS §8-17.5-101.** *[Not Applicable to agreements relating to the offer, issuance, or sale of securities, investment advisory services or fund management services, sponsored projects, intergovernmental agreements, or information technology services or products and services]* Contractor certifies, warrants, and agrees that it does not knowingly employ or contract with an illegal alien who will perform work under this contract and will confirm the employment eligibility of all employees who are newly hired for employment in the United States to perform work under this contract, through participation in the E-Verify Program or the Department program established pursuant to CRS §8-17.5-102(5)(c), Contractor shall not knowingly employ or contract with an illegal alien to perform work under this contract or enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract. Contractor (a) shall not use E-Verify Program or Department program procedures to undertake pre-employment screening of job applicants while this contract is being performed, (b) shall notify the subcontractor and the contracting State agency within three days if Contractor has actual knowledge that a subcontractor is employing or contracting with an illegal alien for work under this contract, (c) shall terminate the subcontract if a subcontractor does not stop employing or contracting with the illegal alien within three days of receiving the notice, and (d) shall comply with reasonable requests made in the course of an investigation, undertaken pursuant to CRS §8-17.5-102(5), by the Colorado Department of Labor and Employment. If Contractor participates in the Department program, Contractor shall deliver to the contracting State agency, Institution of Higher Education or political subdivision a written, notarized affirmation, affirming that Contractor has examined the legal work status of such employee, and shall comply with all of the other requirements of the Department program. If Contractor fails to comply with any requirement of this provision or CRS §8-17.5-101 et seq., the contracting State agency, institution of higher education or political subdivision may terminate this contract for breach and, if so terminated, Contractor shall be liable for damages.

**12. PUBLIC CONTRACTS WITH NATURAL PERSONS. CRS §24-76.5-101.** Contractor, if a natural person eighteen (18) years of age or older, hereby swears and affirms under penalty of perjury that he or she (a) is a citizen or otherwise lawfully present in the United States pursuant to federal law, (b) shall comply with the provisions of CRS §24-76.5-101 et seq., and (c) has produced one form of identification required by CRS §24-76.5-103 prior to the effective date of this contract.

Revised 1-1-09

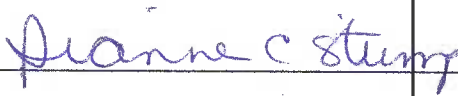
**THE PARTIES HERETO HAVE EXECUTED THIS GRANT**

**Persons signing for Grantee hereby swear and affirm that they are authorized to act on Grantee's behalf and acknowledge that the State is relying on their representations to that effect.**

|  |  |
|--|--|
| <p><b>GRANTEE</b><br/><b>Lost Creek Groundwater Management District</b><br/>By: Thomas M. Sauter<br/>Title: General Manager</p> <p><br/>*Signature</p> <p>Date: <u>April 17, 2009</u></p> | <p><b>STATE OF COLORADO</b></p> <p><b>Bill Ritter, Jr. GOVERNOR</b><br/>Department of Natural Resources<br/>Harris D. Sherman, Executive Director</p> <p><br/>By: Mike Serlet, Section Chief, CWCB</p> <p>Date: <u>4/29/09</u></p> |
|  | <p><b>LEGAL REVIEW</b><br/>John W. Suthers, Attorney General</p> <p>By: <u>N/A</u><br/>Signature - Assistant Attorney General</p> <p>Date: _____</p>   |

**ALL GRANTS REQUIRE APPROVAL by the STATE CONTROLLER**

**CRS §24-30-202 requires the State Controller to approve all State Grants. This Grant is not valid until signed and dated below by the State Controller or delegate. Grantee is not authorized to begin performance until such time. If Grantee begins performing prior thereto, the State of Colorado is not obligated to pay Grantee for such performance or for any goods and/or services provided hereunder.**

|   |
|---|
| <p><b>STATE CONTROLLER</b><br/><b>David J. McDermott, CPA</b></p> <p>By: </p> <p>Date: <u>5-26-09</u></p> |
|---|



# Scope of Work: Lost Creek Basin –Aquifer Recharge and Storage Study 2009

## **A. Purpose**

The focus of this feasibility study is to evaluate and refine the existing knowledge of the hydrogeology of the alluvial aquifer system in the Lost Creek Designated Ground Water Basin for the purposes of assessing the potential for aquifer recharge and storage implementation. Geographic, geologic, hydrologic, water quality, and infrastructure data will be collected and analyzed to evaluate the recharge potential, storage capacity, conveyance, and water quality characteristics in the study area. The scope of work is tailored to identify select sites or sub-basin areas for potential pilot project implementation.

## **B. Objectives**

The objectives of this study are to compile, collect, and analyze hydrologic, aquifer property and water quality data to characterize the ground water resources in the alluvial aquifer and evaluate geographic, infrastructure, land ownership/use information for the purposes of assessing the potential for aquifer recharge and storage implementation. To address the needs of in-basin water rights holders and assist the management district in their decision-making processes, we propose to:

1. Characterize the configuration and extent of the alluvial aquifer within the Lost Creek basin;
2. Compile and present current and historic ground-water levels and water level trends;
3. Characterize the amount of natural recharge and estimate the available storage capacity in the alluvial aquifer;
4. Determine hydraulic and storage properties of the alluvial aquifer;
5. Present the spatial relationship with the underlying Denver Basin bedrock aquifers;
6. Characterize the land use and ownership; and
7. Identify the existing water delivery infrastructure.

## **C. Approach**

The Lost Creek Groundwater Management District intends to enter into an agreement with the Colorado Geological Survey (CGS) to execute the work required to achieve the objectives of this study. Anticipated activities that the CGS will conduct are described below and consist of historical data collection, field work to acquire new data, technical analyses, mapping, and reporting. This information and data will be formatted and entered into a geodatabase to accommodate analysis and display in Geographic Information System (GIS) compatible software.

### **Task 1 - Historical Data Compilation and Site Characterization (\$38,500)**

- Conduct literature review
- Involve local experts
- Obtain water well permit records from the office of the state engineer
- Obtain water-level and well data from the USGS database
- Obtain oil & gas production data collected by the Oil & Gas Conservation Commission
- Obtain water resource data compiled for the South Platte Decision Support System
- Obtain climatological data

# Scope of Work: Lost Creek Basin –Aquifer Recharge and Storage Study 2009

- Characterize the alluvial aquifer
- Obtain land use/ownership data from relevant county agencies
- Identify the existing water delivery infrastructure

## **Task 2 – Field Data Collection (\$69,100)**

A field study workplan will be developed to fill some of the data gaps identified in Task 1. The fieldwork will consist of drilling and constructing observation wells, geological and geophysical logging, sediment sample collection, conducting aquifer pump tests, and monitoring seasonal water levels. It is anticipated that existing wells would be accessible for conducting aquifer pump tests and monitoring water levels.

- Collect water quality samples
- Install new monitoring wells
- Conduct additional aquifer tests
- Water level monitoring

## **Task 3 – Data Analysis, Evaluation, and Mapping (\$28,500)**

Land use/ownership and proximity to existing infrastructure are two of the most important concerns in evaluating the relative ease or difficulty of implementing an aquifer recharge project. Considerations include the location of urban, commercial and industrial, planned development, residential, open-space, or agricultural zoning designations. Knowledge of whether the lands are public versus privately held and the locations of inaccessible lands (such as parks and reserves) is also valuable. Zoning and land ownership information will be collected from the county and compiled as GIS layers and displayed as a map plate.

The presence of existing utility infrastructure, particularly water conveyance structures, is an important consideration influencing the cost and overall feasibility of an aquifer recharge/storage project. The sources of water available for storage are not investigated in this study. It is assumed, however, that the existence of canals, ditches, pipelines, and other water delivery/storage structures presents an opportunity to convey water to a potential recharge location. Utility infrastructure information will be collected from all owners and operators of these features in and adjacent to the basin. This information will be compiled as one or more GIS layers and displayed as a map plate. Existing and proposed service areas for these utilities will also be included. We also envision this coverage to contain locations and information on water supply wells, water and wastewater distribution lines, storage tanks, and lift stations for each of the utilities operating in the basin as well as existing and proposed wastewater treatment plants.

The data analysis on aquifer configuration and thickness in conjunction with unsaturated thickness will allow us to evaluate the storage capacity of the alluvial aquifer within the basin. The unsaturated portion of the alluvium provides the reservoir in which additional water can be stored. The unsaturated portion of the alluvium will be mapped. The quantification of storage capacity in conjunction with land use/ownership and existing water delivery infrastructure will *"identify priority areas for potential aquifer recharge implementation"*.

# Scope of Work: Lost Creek Basin –Aquifer Recharge and Storage Study 2009

The objective of this task is to:

- Characterize the hydrogeology of the alluvial aquifer
- Characterize the quality of the ground water
- Investigate ground-water level changes with time
- Compute aquifer hydraulic and storage properties
- Present the spatial relationship with the underlying Denver Basin bedrock aquifers
- Present land ownership, land use, and infrastructure information
- Determine ground water flow directions
- Present ground water recharge and discharge areas
- Identify priority areas for potential aquifer recharge pilot studies.

## Task 4 – Reporting (\$29,900)

- Stakeholder Meetings
- Project Report

## Task 5 - Project Management (\$7,000)

This task includes coordination of staff responsibilities and duties, coordination of stakeholder meetings, tracking work accomplished, budget and schedule management, accounting support, and reporting the status of work activities.

### D. Budget

The following table summarizes the estimated costs to complete the proposed approach and schedule for the project. We understand that the state contracting process may take 4-6 weeks. To accommodate this contracting process and our current project commitments we assume a May 1, 2009 start date. In addition, estimated timeframes to complete each of the activities within each task is included in the detailed budget.

| <u>Task</u> | <u>Description</u>                     | <u>Timeline</u>   | <u>Budget Amount</u> |
|-------------|--|-------------------|----------------------|
| 1           | Historic data/site characterization    | May '09 – Jan '10 | \$ 38,500            |
| 2           | Field Data Collection                  | Jun '09 – Mar '10 | \$ 69,100            |
| 3           | Data Analysis, Evaluation, and Mapping | Sep '09 – Sep '10 | \$ 28,500            |
| 4           | Reporting                              | Jun '09 – Sep '10 | \$ 29,900            |
| 5           | Project Management                     | May '09 – Sep '10 | \$ 7,000             |
|             | <b>Project Total</b>                   |                   | <b>\$ 173,000</b>    |



# Scope of Work: Lost Creek Basin –Aquifer Recharge and Storage Study 2009

|  |   |  |                   |
|--|---|--|-------------------|
|  | Colorado Geological Survey in-kind match  |  | \$ 10,000         |
|  | Lost Creek Management District match      |  | \$ 3,000          |
|  | <b>Total Matching Contributions</b>       |  | <b>\$ 13,000</b>  |
|  | <b>Water Supply Reserve Account Funds</b> |  | <b>\$ 160,000</b> |

## **E. Deliverables**

The deliverables for this project include both hardcopy and electronic versions of a final report. This report will include descriptive text, tables, figures and map plates. It will also contain appendices of relevant data collected in Tasks 1 & 2. The project will be developed on a GIS platform. The database and layer files generated for GIS application will be maintained by the Colorado Geological Survey and available to project participants, sponsors, and interested stakeholders upon request.

## **F. Contacts**

Tom Sauter, General Manager, Lost Creek Management District, phone 303-886-4475, [sauter@esrta.com](mailto:sauter@esrta.com)

Ralf Topper, Senior Hydrogeologist, Colorado Geological Survey, phone 303-866-2029, [ralf.topper@state.co.us](mailto:ralf.topper@state.co.us)

## **G. Payment Considerations**

Payment will be made based on actual expenditures and invoicing by the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. The request for payment must include a description of the work accomplished by major task, and estimate of the percent completion for individual tasks and the entire water activity in relation to the percentage of budget spent, identification of any major issues and proposed or implemented corrective actions. The last 5 percent of the entire water activity budget will be withheld until final project/water activity documentation is completed. All products, data and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public and help promote the development of a common technical platform.

## Lost Creek Basin

### - Aquifer Recharge and Storage Study

#### BUDGET WORKSHEET

Task 1 Historical Data Compilation and Site Characterization  
Total Budget = \$38,500.

|                   | <u>Literature<br/>Review</u> | <u>Interview<br/>Local<br/>Experts<br/>(4 trips)</u> | <u>Water Well<br/>Records</u> | <u>Oil &amp; Gas<br/>Prod.</u> | <u>SPDSS<br/>Data</u> | <u>Climate<br/>Data</u> | <u>Characterize<br/>Aquifer (GIS<br/>project, field<br/>check - 2<br/>people)</u> | <u>Characterize<br/>Land</u> | <u>ID<br/>Water/wastewater<br/>Infrastructure</u> |
|-------------------|------------------------------|--|-------------------------------|--------------------------------|-----------------------|-------------------------|---|------------------------------|---|
| Expenses (budget) | \$735                        | \$800  |                               |                                |                       |                         | \$1,028   | \$540                        | \$710   |
| Labor (budget)    | \$3,400                      | \$2,040  | \$2,040                       | \$1,700                        | \$1,700               | \$1,700                 | \$15,300  | \$3,400                      | \$3,400   |
| Total (budget)    | \$4,135                      | \$2,840  | \$2,040                       | \$1,700                        | \$1,700               | \$1,700                 | \$16,328  | \$3,940                      | \$4,110   |

Timeline 9 months  
(concurrent activities)

Task 2 Field Data Collection  
Total Budget = \$69,100.

|                                 | <u>Install New<br/>Wells-8<br/>(geologging,<br/>samples)</u> | <u>Aquifer<br/>Testing<br/>(3 wells)</u> | <u>Water Quality<br/>(8 wells)</u> | <u>Water<br/>Level<br/>Monitoring</u> |
|---------------------------------|--|--|------------------------------------|---------------------------------------|
| Expenses (budget)               | \$3,000  | \$1,152                                  |                                    | \$5,088                               |
| Labor (budget)                  | \$8,400  | \$1,360                                  | \$1,700                            | \$10,200                              |
| Analytical/instrument costs     | \$520  | \$800                                    | \$1,960                            | \$300                                 |
| Drilling costs (budget)         | \$24,800   |  |                                    |                                       |
| Geophysical logging<br>(budget) | \$3,700  |  |                                    |                                       |
| Aquifer testing (budget)        |  | \$6,120                                  |                                    |                                       |
| Total (budget)                  | \$40,420   | \$9,432                                  | \$3,660                            | \$15,588                              |

Timeline 3 months 3 months 1 month 9 months

Task 3                      Data analysis, Evaluation, and Mapping  
Total Budget = \$28,500.

Data analysis, evaluation, & mapping

|                   |          |
|-------------------|----------|
| Expenses (budget) | \$1,240  |
| Labor (budget)    | \$27,260 |
| Total (budget)    | \$28,500 |

Timeline                      12 months

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Task 4                      Reporting  
Total Budget = \$29,900.

Stakeholder  
meetings  
(12)

Project Report

|                   |         |          |
|-------------------|---------|----------|
| Expenses (budget) | \$2,640 | \$1,660  |
| Labor (budget)    | \$5,200 | \$20,400 |
| Total (budget)    | \$7,840 | \$22,060 |

Timeline                      18 months                      3 months

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Task 5                      Project Management  
Total Budget = \$7,000.

Project management

|                   |         |
|-------------------|---------|
| Expenses (budget) | \$200   |
| Labor (budget)    | \$6,800 |
| Total (budget)    | \$7,000 |

Timeline                      18 months